



**City of Bristol
Board of Finance Meeting
April 25, 2017**

A meeting of the Board of Finance was held on Tuesday, April 25, 2017 at 6:30 p.m. in the Council Chambers of City Hall, 111 North Main Street, Bristol, Connecticut. The following were in attendance: Chairperson Cheryl Thibeault, Vice Chairman John Smith, Mayor Ken Cockayne, Commissioners Ron Burns, Jake Carrier, Orlando Calfe, Derek Czenczelewski, Mike Fiorini and Mike LaMothe. Also present from the Comptroller's Office: Glenn Klocko and Robin Manuele.

April 18, 2017

Ladies and Gentlemen:

The Regular Board of Finance Meeting will be held on Tuesday, April 25, 2017 at 6:30 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut.

Agenda

- 1. Call to order**
Pledge of Allegiance
- 2. Public Participation**
- 3. Consent Agenda**
 - a. Approval of minutes:**
 - 1. Regular Board of Finance Meeting - March 28, 2017**
 - 2. Special Board of Finance Meeting - March 30, 2017**
 - 3. Special Board of Finance Meeting - April 10, 2017**
 - b. Purchasing: Quarterly Update on the Local Bidding Preference- March 31, 2017**
 - c. CERT Team: Additional appropriation of \$300 within the Special Grants and Donations Fund**
 - d. Fire Department: Transfer of \$600 within the Fire Department's operating budget**
 - e. City Clerk: Refer the Historic Documents Preservation Grant to Miscellaneous Matters Committee**
 - f. Treasurer's Office: Transfer of \$160 within the Treasurer's Office operating budget**
 - g. Bristol Development Authority: Transfer of \$1,500 within the Community Development Block Grant Fund**
 - h. Public Works:**
 - 1. Transfer of \$5,980 within the Engineering operating budget**
 - 2. Transfer of \$10,000 within the Building Maintenance operating budget**
 - 3. Transfer of \$51,000 within the Sewer Operating and Assessment Fund**
 - 4. Reduce appropriation within the Capital Projects Fund by \$8,160**
 - 5. Additional appropriation of \$8,160 within the Capital Projects Fund**
 - i. Police Department:**
 - 1. Transfer of \$20,359 within the Police Department's operating budget**

2. Refer the Statewide Emergency Telecommunications Grant to Miscellaneous Matters Committee
- j. Education:
 1. Reduce the Alliance Grant by \$250,000 within the Special Education Grant Fund
 2. Additional appropriation of \$5,000 within the Special Education Grant Fund
 3. Additional appropriations totaling \$45,850 within the Special Grants and Donations Fund
4. Committee Reports: Donations Committee – March 30, 2017
 - a. Transfer of \$500 from the General Fund Contingency Account
5. Comptroller's Office: Transfer of \$25,000 from the General Fund Contingency Account
6. New Business:
7. Old Business:
8. Any other matter to come before said meeting
9. Adjournment

PER ORDER OF THE CHAIRPERSON
Cheryl Thibeault

1. Call to order

Chairperson Thibeault called the meeting to order at 6:30 p.m.

Pledge of Allegiance

2. Public Participation
3. Consent Agenda
 - a. Approval of minutes:
 1. Regular Board of Finance Meeting – March 28, 2017
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 - c. CERT Team: Additional appropriation of \$300 within the Special Grants and Donations Fund
 - d. Fire Department: Transfer of \$600 within the Fire Department's operating budget
 - e. City Clerk: Refer the Historic Documents Preservation Grant to Miscellaneous Matters Committee
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 1. Transfer of \$5,980 within the Engineering operating budget

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 3. Transfer of \$51,000 within the Sewer Operating and Assessment Fund
 4. Reduce appropriation within the Capital Projects Fund by \$8,160
 5. Additional appropriation of \$8,160 within the Capital Projects Fund
- i. Police Department:
 1. Transfer of \$20,359 within the Police Department's operating budget
 2. Refer the Statewide Emergency Telecommunications Grant to Miscellaneous Matters Committee
 - j. Education:
 1. Reduce the Alliance Grant by \$250,000 within the Special Education Grant Fund
 2. Additional appropriation of \$5,000 within the Special Education Grant Fund
 3. Additional appropriations totaling \$45,850 within the Special Grants and Donations Fund

Commissioner Burns requested to pull items 3i1. and 3i2.

Commissioner Smith made a motion which was seconded by Commissioner Czenczelewski "To approve the consent agenda and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

3i. Police Department:

1. Transfer of \$20,359 within the Police Department's operating budget

Mayor Cockayne made a motion which was seconded by Commissioner Smith

"To approve Item 3i1."

Commissioner Burns questioned the Professional Fee expenses by the Police Department's Animal Control for Rex. Mayor Cockayne stated they were required to care for the dog, an unfunded mandated state statute, the City asked the powers that be to speed up the trial, but that didn't happen. The dog is now back at home with the owner. There have been orders put in place that if the dog escapes she gets arrested.

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

2. Refer the Statewide Emergency Telecommunications Grant to Miscellaneous Matters Committee

Mayor Smith made a motion which was seconded by Commissioner Czenczelewski

"To approve Item 3i2."

Commissioner Burns questioned the cost of the chairs, \$1,400 for five chairs seems like alot. He questioned if this goes out to bid as the City has to pay 50%. Roger explained this is on the state contract. The last time chairs were purchased was probably 10 years ago and they cost around \$900. They are used 24/7 and are ergonomic for all fits and usage.

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

4. Committee Reports: Donations Committee - March 30, 2017
a. Transfer of \$500 from the General Fund Contingency Account

Commissioner Smith reviewed the Donations Committee meeting from March 30, 2017. The Committee had a request to fund the Museum Magic event and agreed to fund it through the Community Promotions budget. The Health Communities budget has a motion to be funded through the Contingency account. There was a lengthy discussion regarding the SGU Monument, which is on City property therefore the Committee cannot take action to proceed with procuring work on the site by themselves as the City owns the land.

Commissioner Smith made a motion which was seconded by Commissioner LaMothe "To transfer \$500 from the General Fund Contingency account for Healthy Communities 2020." Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Commissioner Smith made a motion which was seconded by Commissioner LaMothe "To accept the Donations Committee report as presented and place on file." Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

5. Comptroller's Office: Transfer of \$25,000 from the General Fund Contingency Account

Commissioner Czenczelewski made a motion which was seconded by Commissioner Smith "To transfer \$25,000 from the General Fund Contingency Account to the Insurance Operating Budget and to recommend approval of this action to a Joint Meeting of the City Council and Board of Finance."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

6. New Business:

7. Old Business:

Commissioner Calfe questioned the status of his request regarding the synthetic fields. Glenn stated he forwarded the request to Ed Swicklas and Steve Nembirkow. John Smith stated it is Chris Cassin at the Board of Education who handles the fields, and he is meeting with Steve to set up an account for this purpose. Cheryl has asked the Mayor to set up a fields Committee meeting as there were several open items the last time they met. Mayor Cockayne stated he doesn't understand why we are talking about this at the Board of Finance, as this discussion belongs at the Fields Committee which consists of the Mayor, Board of Finance Chair, Superintendent, Athletic Director, Parks Director and Board of Education Chair and the Board of Finance is wasting their time discussing it here. Orlando stated there is a cost with running the lights, which have been running for two weeks straight as lacrosse practices there and he would like to know if the rental fee covers that cost.

8. Any other matter to come before said meeting

Mayor Cockayne asked Roger to speak regarding the concession trailer bids that came in. Roger stated bids were received on the trailer, ranging between \$35,000 and \$40,000. A brand new trailer would cost \$38,000. Get Your Irish on did bid, but their bid for the used trailer was higher. Roger stated Parks had also requested funds for a mower on the same night as the trailer and that bid came in lower, so there are funds to move between the two project accounts.

"To transfer \$4,000 from the Parks mower project account to the Parks concession trailer account."

Commissioner LaMothe stated what was presented the first time and second time were two completely different scenarios, we did the right thing. Cheryl explained after the meeting she saw a comment on Facebook regarding the Board of Finance's action and sent the person a message to discuss and asked the message be taken down, but the person would not. Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

9. Adjournment

Mayor Cockayne made a motion which was seconded by Commissioner Smith

"To adjourn at 7:02 p.m."

Following a voice vote in which there was no opposition, the Chairperson declared the motion carried.

Attest:



Glenn S. Klocko
Board of Finance Clerk

